



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE  
GOVERNOR

EUGENE A. CONTI, JR.  
SECRETARY

November 18, 2011

Memo To: Debbie Barbour, P.E.  
Director of Pre-construction

From: David S. Chang, Ph.D., P.E.  
State Hydraulics Engineer

Subject: Revised Hydraulics Prequalification Approval

Per our discussion and your approval this morning, I have revised the current Hydraulics prequalification approval process. The purpose of this revision is to recruit more qualified private engineering firms to provide the hydrologic and hydraulic designs for the Department's various programs. Effective November 18, 2011, my staffers shall follow the revised process in reviewing the Hydraulics prequalification requests by private engineering firms as follows:

- Tier I:
1. Use of Microstation and Geopak Drainage software;
  2. Experience in design of roadway drainage (ditches, pipes, drainage boxes, cross pipes);
  3. Experience in design of Stormwater Best Management Practices;
  4. Experience in design of bridges/culverts over Non-FEMA regulated streams;
  5. Sample work for Items 2, 3 and 4.
- Tier II: Tier I plus following:
1. Experience in design reports for bridges/culverts over FEMA regulated streams;
  2. Experience in FEMA's Conditional Letter of Map Revision, or NCDOT/NC Floodplain Mapping Program's MOA package;
  3. Proof of CLOMR or MOA approvals;
  4. Sample work for Items 1 and 2.

I request that you help share this revised process with the private engineering community. If you have any questions, please advise.